

SAVE A HEART CPR

Course policy for the Dysrhythmia Interp. and Treatment Consideration

Course attendance policy: Participants must attend all scheduled classes in order to receive a Certificate of Completion after successful completion of the course. Students who miss a class will not be able to complete the course and receive a Certificate of Completion. No make-up dates or extended course times will be allowed for students to make up for the class they missed. Students will not be allowed to enter a future course series to make up for the one or one's they missed in their original course offering. ***No refunds will be honored***

Refunds and Cancellation by participants: Students may request a full refund if a request is made **7 days** before the course start date and time, **No refunds or credit will be honored inside the 7 day policy.** A request must be emailed to the following email address of saveaheartcpr1511@gmail.com, the time stamp on the email will be considered the official time of request. **Save A Heart CPR is not responsible for emails that are not received from participants, we HIGHLY suggest you follow up with a phone call to us to confirm we received your request. "Refunds will not be honored with just a phone call"**

Please note fee of \$25 will be charged to the participant for cancellation of the course.

Reschedule: No reschedules will be honored inside the 7 days before a course. If a reschedule is requested **7 days before** the course start date and time a fee of \$25 will be charged.

Course completion policy: All participants will be issued a final exam on the last day of the course and receive a passing grade of 85% or better. If Participants do not receive a passing grade of 85% or greater on the final class date they will be allowed to retest 1 time within 30 days of the course completion date. **Students may retest 5 days after the last night, this will help insure study time and help in the success of passing the test.** If students are unsuccessful on the 2nd attempt they will be unable to receive a certificate of completion and no refunds will be honored. Students must schedule a retest date and time in advance with Save A Heart CPR. If a student does not complete a retest in the allotted 30 days they will not be allowed to retest and no refund will be honored.

Registering inside the 7 days before the course: Please be aware that submitting your payment inside the 7 days that you will not have the option of a refund. If the course is cancelled by Save A Heart CPR a full refund will be honored, please see the policy below on cancellations by Save A Heart CPR.

No show on the 1st day of the course: Participants who are a “No Show” on the 1st day of class will not be allowed to participate in the course on day 2 and no refund, reschedule or credit will be honored.

Course credit of funds: No credit will be honored for future courses or if a participant is a no show for the course on the 1st day.

Required text book: The required appropriate text book listed on the registration page will be used in the course and all participants must have the book. The book is included in the price and will be given to participants on the 1st day of the class. If participants show up on the 1st day of class with the appropriate text book they will be credited \$35 and a refund will be issued to them within 5 days.

Course cancellation by Save A Heart CPR: Save A Heart CPR has the right to cancel a course series for lack of paid participants. If Save A Heart CPR is forced to cancel a course series they will refund participants in full, **no fee will be charged to participants.** Save A Heart CPR reserves the right to cancel a course series **5 days before the start date and time of the course.**

Participants will be notified through the email address they registered with and a follow up call will be made to all participants. We are not responsible for cancellation emails that are not received by participants. Participants will be issued a full refund as quickly as possible when a course series is cancelled due to lack of participants. **Please allow up to 7 days for the refund to show up on your account.**

Please be advised by registering and submitting payment for the Dysrhythmia course you are agreeing to all the terms that Save A Heart CPR has set forth listed above. You will be required to check a small box on the registration page that states you have read this policy. Save A Heart CPR thanks you in advance for your understanding of the policy!

Save A Heart CPR appreciates your business and hopes to exceed your expectations of our course offerings. If you have any questions please feel free to contact us via email at the following address of saveaheartcpr1511@gmail.com before submitting your payment.

Thank You!

Save A Heart CPR